

PUBLIC NOTICE
Affordable Housing Commission - Regular Monthly Meeting
THURSDAY, SEPTEMBER 20, 2012 – 6:30 P.M.

Charlestown Town Hall, Annex Conference Room, 4540 South County Trail, Charlestown, Rhode Island

ORDER OF BUSINESS

1. CALL TO ORDER

2. ROLL CALL. The Commission may vote to move up item 7(a) to accommodate representatives of Washington County Community Development Corporation (WCCDC).

3. MINUTES. Approval of minutes: a) July 19, 2012, Regular Meeting; b) August 7, 2012, Special Meeting; August 16, 2012, Regular Meeting – no quorum.

4. COMMUNICATIONS. Review and brief discussion of communications received, including possible action in response:

a) F.LaBossiere, 8-17 email, *re* 8-7 draft minutes; b) M.Voislow, 8-24 email, *re* Appreciation Picnic 9-29; c) South County Habitat, 9-13 email (E. Smith), *re* Annual Meeting 10-15; Amy Weinreich, Town Clerk, email 8-13, *re* request for advisory opinion on bond funding application; Flyer, SCH4H, *re* 9-6 Information Session, Edwards Lane; Housing Works (email, S. Ferrio) newsletter.

5. STAFF REPORTS on current Affordable Housing issues. Town Planner Ashley Hahn Morris: status report comprehensive permit applications, Affordable Housing Proposal Review, Comprehensive Plan update.

6. REPORT, TOWN COUNCIL LIAISON. Tom Gentz: update, WC Regional Planning AH summit, TDR report

7. NEW BUSINESS

a) **Affordable Housing Bond application** from the Washington County Community Development Corporation for \$325,000 in acquisition funding for the Church Woods Project. The Commission will review and prepare an advisory opinion for the Town Council. Geoff Marchant and other WCCDC representatives will be available to answer questions.

b) **September Reorganization.** Election of vice-chair and secretary. Update member contact information. Discussion of how to reestablish staggered terms, recommendation to Town Clerk.

c) **Comprehensive Plan Update.** Discussion of proposed process and AHC role in updating Housing Element to include Affordable Housing Plan.

d) **Budget Preparation 2013-2014.** Preliminary discussion of AHC budget for professional development and other needs for fiscal 2013-2014. (Requested by F.LaBossiere.)

8. OLD BUSINESS

a) **AHC Rules of Order.** Compilation of rules of order previously adopted by Commission, for informational purposes only.

b) **Report from Accessory Dwelling Units Project Manager.** set workshop meeting dates; progress report including work to date on IRADU Requirements, regulations, application requirements, model documents.

c) **Affordable Housing Proposals Review.** Commission will discuss status of review committee (to be charged at August Town Council meeting) and upcoming topics for discussion with representatives Labossiere and Smith.

d) **Commissioners' Liaison Reports.**

e) **Special Projects List/Commission Assignments** and progress reports not requiring Commission action. Any Commissioner may propose or volunteer for independent research topics, data or document compilations, or draft documents that advance the work being undertaken by the Commission. Any Commissioner may volunteer to undertake any special project not already assigned.

9. PUBLIC COMMENT

10. NEXT MEETING. Next regular meeting October 18, 2012. Special Meeting(s) TBA.

11. ADJOURNMENT

The public is welcome to any meeting of the Affordable Housing Commission. If communication assistance (readers/interpreters/captions) is needed or any other accommodation to ensure equal participation, please contact (711-364-1240) at least three (3) business days prior to the meeting.

In accordance with Federal law and U.S. Dept. of Agriculture policy, the Town of Charlestown is prohibited from discrimination on the basis of race, color, national origin, sex, age or disability. (Not all prohibited bases apply to all programs.) To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, S.W., Washington DC 20250-0410 or call 800-795-3272 (voice) or 202-720-6382 (TDD).

Posted at Town Hall	9/18/12
Posted on Town's & SOS Website	9/18/12
e-mailed to Library	9/18/12